

# **Minutes of Meeting Approved**

*Tuscarora Township Parks Commission — Regular Meeting • October 7, 2025 • Tuscarora Township Hall*

Tuscarora Township Parks Commission — Regular Meeting  
Regular Meeting — October 7, 2025

## **1. Call to Order**

The meeting was called to order at 6:00 p.m. by Chair Stacy Cole.

## **2. Roll Call / Quorum**

Members Present: Stacey Cole; Brian Henry; Patrick McGinnis.

Also Present: Douglas Schofield: Maintenance Supervisor.

Member Absent: Allen Maves;

Quorum: Established.

Public Present: None.

## **3. Public Comment on Agenda**

None.

## **4. Board Comments on Agenda**

None.

## **5. Approval of Agenda**

Motion by Patrick McGinnis to approve the agenda; second by Bryan Henry. Vote: Aye — Unanimous. Motion carried.

## **6. Approval of Prior Minutes**

Motion by Stacey Cole to approve last month's minutes; second by Patrick McGinnis. Vote: Aye — Unanimous. Motion carried.

## **7. Approval of Bills**

Motion to approve payment of bills by Patrick McGinnis; second by Brian Henry. Vote: Aye — Unanimous. Motion carried.

#### 8. Veterans Pier — Commemoratives (Bricks Replacement)

- Pat presented a granite sample (headstone-grade) suitable for mounting in kiosk-style stands set along the sidewalk near the existing beach kiosks — veterans on one side, community on the other.
- Target layout discussed: engraved 4×6 tiles arranged within 4×3 panels (≈54 per panel) to accommodate ≈480 existing bricks with room to expand (≈10 panels ≈540 units).
- Direction: match the design language of current beach kiosks.

Motion: Doug to obtain pricing for kiosk/stands sized for 4×3 panels; Pat to obtain quantity pricing for engraved granite units; both to report in November. Motion made by Patrick McGinnis; Second: Stacey Cole. Vote: Aye — Unanimous. Motion carried.

#### 9. DeVoe Beach Bathrooms — Update

- Doug reported shed options: ~12×12 units ≈\$7,000 each; concept of separate men's and women's sheds (≈\$14,000 structures only). Health Dept. requires code-compliant drawings; sheds acceptable if built to code.
- Rough total project target now estimated at ~\$40–50k (vs ~\$100k earlier) once plumbing/well/sewer connections included; explore Amish/custom builders. Action: Doug to pursue Amish contacts and refine costs; Pat to share vendor info. Consensus: continue development and return with drawings/options.

#### 10. Scoreboards & Park Lighting (Youth Grant Balance)

- Both replacement scoreboards received; one installed/tested OK; second to be installed shortly.
- White Pines lighting proposal (≈\$3,200): add LED lighting at tennis-court corner/park road, soccer/playground zone, and sledding hill; Commission share ≈\$600 after remaining grant funds.

Motion: Authorize White Pines lighting work and approve ≈\$600 from Parks budget.

Motion made by Patrick McGinnis; Second: Bryan Henry. Vote: Aye — Unanimous. Motion carried. This also covered agenda item 14, Youth Grant Update.

#### 11. Green Docks — Swim Area & Marine Patrol Access

- Install solar flashing beacons on swim-area signs (flash at night; solar-powered). Confirm guideline compliance; monitor for any neighbor concerns.
- Designate Marine Patrol tie-up near the ladder; relocate ladder upstream and set tie blocks/cleats to keep prop-wash away from ladder users. Direction to staff; no motion required.

#### 12. Veterans Pier — Toe-Stone/Seawall Undermining

- Noted erosion/undermining (up to ~4 ft in areas). Preferred barge work (DuBois/Northern Landscape) to avoid equipment on pier; if scheduling fails, staff may self-perform to stabilize before winter.

Action: Doug to pursue vendor or self-perform plan; verify insurance coverage with Tokio Marine.  
Consensus: proceed.

### 13. Surplus Items — Sale

- Old non-working scoreboard (decor/man-cave use) and spring “hobby horse” units to be posted for sale via Township website and local channels with price/OBO and Parks contact for pickup. Direction to staff.

### 15. Ramp to Warming Hut (Rink)

- Replace deteriorated log rails now with pre-made sections (~\$1,400) for winter safety; plan full ramp replacement later. Within spending authority; board informed.

### 16. Boat Launch Lighting

- Replace legacy fixtures with directed LED down-lighting; adjust with simple pin timer; use Boat Launch fund. Within spending authority; board informed.

### 17. Equipment — Sidewalk Tractor

- Approve ~\$3,500 repair of aging tractor to ensure winter sidewalk clearing; begin process to price suitable replacement and coordinate with DDA/township for possible cost-share. Direction to staff.

### 18. Staffing — Seasonal Hire

- Hired returning college student for two full days/week plus leaf-season afternoon hours.

### 19. Sidewalk Sealing (DDA)

- Parks staff sealing underway; wages covered by DDA. Noted for public awareness.

### 20. Public Comment

None.

### 21. Board Comments

Appreciation expressed to Doug and crew for progress across projects. Congratulations to Chair Stacy Cole on new role with Michigan Better Health & Wellness (Cheboygan).

### 22. Adjournment

Motion to adjourn by Brian Henry; second by Patrick McGinnis. Vote: Aye — Unanimous.

Meeting adjourned at 6:51 p.m..

#### Action Item Register

- 1) Veterans Commemoratives — Doug: kiosk/stand pricing for 4×3 panels; Pat: granite unit quantity pricing; report in Nov.
- 2) Bathrooms — Doug: Amish/custom builder quotes and code drawings; refine full cost; Pat to share contacts.
- 3) Lighting — Doug: authorize White Pines; coordinate install/dimming; manage ≈\$600 Parks contribution.
- 4) Green Docks — Install night flashers; relocate ladder; add tie blocks; confirm signage/neighbor considerations.
- 5) Pier Undermining — Secure vendor or self-perform plan before winter; check Tokio Marine coverage.
- 6) Surplus Sales — Photograph/post scoreboard & hobby horses with price/OBO; manage pickup.
- 7) Tractor — Proceed with \$3,500 repair; gather quotes for tractor/alternative equipment; engage DDA on funding.
- 8) Boat Launch — Implement LED down-lights and pin timer using Boat Launch fund.

Submitted by: Patrick McGinnis, Secretary/Recorder

Approved by the Commission on: [Date]